

April 2003

Attendees and Area Announcements listed after minutes.

## **General Environmental Health Topics**

### **EHS of the Year Criteria Revision Workgroup**

The workgroup held a conference call and revised portions of the selection criteria for the IHS EHS of the year. Recommendations are:

1. Exclude O-6, GS-13 level staff, Directors, Deputy Directors, and Headquarters staff.
2. Include all federal EHOs and Specialists that are in IHS-funded Environmental Health Programs.
3. The format for the write-ups should follow the criteria. There should be a separate section for each criterion.
4. Change the scoring system so that we will no longer award certain point values for each criterion. Each nominee will be ranked from highest to lowest. The top nominee will be awarded 12 points, with the next highest nominee receiving 11 points, and so forth. The scores will either be averaged, or totaled, with the EHS of the year receiving the highest score.
5. Eliminate community involvement as a criterion.
6. Ties will be ranked again by the Directors.
7. Reduce the wording in the explanations for each criterion.

The workgroup will send the revisions out for comment; meet again; and report back on the next conference call.

### **Strategic Plan Assignments**

The rest of the call focused on assigning leads to the action items for the revised Strategic Plan. Because not every action item got volunteers, Kelly will send out an updated table so those who didn't volunteer still have a chance. If no one else volunteers after that, we'll drop the action item from the list. We didn't get a chance to address the due dates on the call, so the leads for each objective will need to work with the overall coordinators to determine the dates. Please check over the list and make sure it is accurate. I have assigned overall coordinators for each initiative.

## **Vacancy Table**

Please be sure to keep the Vacancy Table on the DEHS website current. The table is located at [www.dehs.ihs.gov](http://www.dehs.ihs.gov).

## **Participants and Area Announcements**

**Aberdeen:** Not on call.

**Albuquerque:** Fan Robinson and Mike Lewis. No announcements.

**Anchorage:** Jeff Smith, Tom Coolidge. There are two positions open in Bethel (Field EH Specialist O-2/O-3 and Lead Environmental Health Specialist O-4). Troy Ritter accepted the Staff Environmental Health Officer position in Anchorage. The Safety and Security Manager position in Sitka closed.

**Bemidji:** Diana Kuklinski. The Minnesota District Sanitarian position is being re-advertised and will close April 18, 2003. The Assistant Chief position will be advertised in the next couple weeks.

**Billings:** John Sery. The Safety and Occupational Health Specialist position for Crow will be re-advertised soon and the Area Institutional Environmental Health Officer position is also expected to be announced soon.

**California:** Not on call.

**Nashville:** Susan McCracken. No announcements.

**Navajo:** Ken Secord, John Smart. The Safety and Occupational Health Specialist position at Northern Navajo Medical Center closed.

**Oklahoma:** Not on call.

**Phoenix:** Mike Welch. The Reno District Environmental Health Officer position opened April 1 and will close April 21, 2003. The announcement number is PX-IHS-03-83. The Fort Duchesne Service Unit Environmental Health Officer position is open until filled. The announcement number is PX-IHS-03-04-OC. The Service Unit CEOs approved the use of WebCident Area-wide last week. Mike will distribute an announcement of available training that the Office of Native American Programs (ONAP) is providing across the country related to mold. Tribal leaders, housing staff, and others involved in Native American housing issues are the targeted audience.

**Portland:** Al Knapp. No announcements.

**Tucson:** Mark Pike, Quanah Nail, Don Williams. No announcements.

**Environmental Health Support Center:** Bobby Villines. No announcements.

**Rockville:** Kelly Taylor, Brian Hroch. Darren has had several calls from the Areas asking if WebEHRS can calculate tribal shares. The answer is "no". Because each

Area uses a different method to calculate these, it would be very difficult to build that into the system. There would have to be an enormous amount of customization and we aren't prepared to do that.

Darren is going to try to change the way job vacancies are being handled for the DEHS website. Right now, few Areas keep the list current and it is not very useful. He'll let you know when he has made the changes. Until then, keep up with your vacancies on the DEHS website.

### **Next Call**

**The next conference call is scheduled for May 1, 2003, at 12:00 PM Eastern Time. This happens to coincide with the week of the Injury Prevention Symposium in Atlanta, so if you don't plan to be on this call, let me know ahead of time. If enough people can't make the call, I'll cancel it, but until further notice, plan on May 1.**

Conference call numbers are the same for each call:

Dial in Number: **1-888-457-9037** (for all calls)

\*Pass Code: **72889** (for all calls)